

Working with Sources: Humanities

*Using another person's ideas or expressions in your writing without acknowledging the source constitutes plagiarism. Derived from the Latin *plagiarius* ("kidnapper"), plagiarism refers to a form of intellectual theft.*

—Joseph Gibaldi, *MLA Style Manual and Guide to Scholarly Publishing*

What is plagiarism?

- Copying word for word from published sources without adequate documentation
- Using language and/or ideas from sources without adequate documentation
- Purchasing a pre-written paper
- Letting someone else write a paper for you
- Paying someone else to write a paper for you
- Submitting as your own someone else's published or unpublished work

Avoiding Plagiarism: Important Steps in the Research Process

- **Gathering Research Materials**
 - Take time to make careful choices among available research tools
 - Expect to make trips to the library
 - Allow time for gathering materials
 - Write down a citation for every source
 - Allow time for reading
- **Taking Notes**
 - Identify words that you copy whether you are taking notes or cutting and pasting from the web
 - Jot down the page number and author or title
 - Keep a working bibliography
 - Keep a research log
- **Documenting Sources**
 - You must cite direct quotes
 - You must cite ideas
 - You must cite terms or facts that are not "common knowledge" to your audience
 - You must cite all printed, audiovisual, electronic, and interview sources

Summary, Paraphrase, Quotation: What's the difference?¹

- **Definitions**
 - A **summary** gives an overview of the original ideas and is shorter than the original.
 - A **paraphrase** restates all the original material in different words and is about as long as the original.
 - A **quotation** contains the exact words of the source and contains quotation marks.

¹ Adapted from *Avoiding Plagiarism: Mastering the Art of Scholarship*. Student Judicial Affairs, University of California, Davis. 13 Jan. 2003 <http://sj.ucdavis.edu/avoid.htm>.

Examples of Summary, Paraphrase, and Quotation

Original Source: “In research writing, sources are cited for two reasons: to alert readers to the sources of your information and to give credit to the writers from whom you have borrowed words and ideas.” Diana Hacker. *A Writer’s Reference*. (Boston: St. Martin’s Press, 1995), 260.

- **Acceptable Summary:** In research writing, we cite to give credit and let readers know what our sources are (Hacker 260). (*Concise, complete citation*)
- **Plagiarized :** In research writing, we cite to give credit and let readers know what our sources are. (*Missing citation*)

- **Acceptable Paraphrase:** Researchers cite their sources to ensure their audiences know where they got their information and to recognize and credit the original work (Hacker 260). (*Student’s own words, complete citation*)
- **Plagiarized:** In research writing, we cite for a couple of reasons: to notify readers of our information sources and give credit to those from whom we have borrowed (Hacker). (*Only slight changes in original wording, incomplete citation*)

- **Acceptable Quotation:** In her book *A Writer’s Reference*, Diana Hacker notes, “In research writing, sources are cited for two reasons: to alert readers to the sources of your information and to give credit to the writers from whom you have borrowed words and ideas” (260). (*Source introduced, original wording in quotation marks, correct citation*)
- **Plagiarized:** In research writing, sources are cited to alert readers to the sources of your information and to give credit to the writers from whom you have borrowed words and ideas. (*Same words as original, no quotation marks, no citation*)

MLA, APA, Turabian, Chicago: What’s the difference?

Whenever you quote, paraphrase, or summarize, you are required to cite the source. Depending on what documentation style you use, this will be either parenthetical documentation or a footnote. In addition, you might need to include a works cited list or bibliography. Copies of the various style manuals are available at all Duke libraries. You can also find detailed descriptions of the most common styles on-line:

<http://www.lib.duke.edu/libguide/within.htm>

http://www.lib.duke.edu/libguide/works_cited.htm

NEED MORE HELP?

People

Scheduling an Appointment at the Writing Studio: <http://uwp.aas.duke.edu/wstudio>

Scheduling an Appointment with a Librarian: <http://www.lib.duke.edu/reference/refq.htm>

Print & Electronic Guides

Working with Sources: http://uwp.aas.duke.edu/wstudio/resources/working_sources.html

Citing Sources within Your Paper: <http://www.lib.duke.edu/libguide/within.htm>

Assembling a List of Works Cited: http://www.lib.duke.edu/libguide/works_cited.htm

Duke Honor Code: <http://www.duke.edu/web/HonorCouncil/index.html>

This handout is a collaborative effort of the Writing Studio and Duke Libraries